



# Event Details

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32901-0000009030	Sell	RFx	1
Event Round	Version		
1	1		
Event Name			
Soft Drink Contract Commissary			
Start Time	Finish Time		
08/06/2015 15:24:00 CDT	08/31/2015 14:00:00 CDT		

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** General Services  
 312 ROSA L PARKS AVE  
 3rd Floor  
 NASHVILLE TN 37243  
 United States  
**Contact:** Matt Brimm  
**Phone:** 615/741-3044  
**Email:** matt.brimm@tn.gov

## Event Description

This event is to bid for a one year agency term contract for TDOC.

Specifications and terms & conditions are attached.

Agency Contact: Matt Brimm at 615-741-3044.

READ THE ENTIRE BID, including the Event Details, Specifications, and Terms and Conditions and any other attachments.

If the Review and bid on this event link included in the e-mail notification does not work, please go to [http://state.tn.us/generalserv/cpo/for\\_bidders.html](http://state.tn.us/generalserv/cpo/for_bidders.html)  
 Click on the link that says Bid Opportunities and log in with your vendor ID and password.

NOTE: Need help with EDISON? Call the Edison HELP Desk at 866-376-0104 or 615-741-4357

Please do not wait until the last day to POST YOUR BID. The Edison system will sign you out after 30 minutes of inactivity. Your password expires EVERY 90 DAYS. It is the responsibility of the Edison User (bidder/vendor) to maintain their own profile information (Email address, phone numbers, address or contacts) and to continue to keep current by logging into the Supplier Portal and making changes as needed.

Supplier Portal link: <https://supplier.edison.tn.gov/psp/suprd/SUPPLIER/ERP/h/?tab=DEFAULT> (Maintain supplier information)

Central Procurement Office Website: <http://www.tn.gov/generalservices/section/central-procurement-office>

The website is constantly being updated with information to assist the agencies and vendors; you are encouraged to check the website frequently.

## General Questions

Question	UOM	Best	Worst	Response
I (we) agree to strictly abide by all the statutes and terms contained in the rules of the Department of General Services, Central Procurement Office, which are by reference made a part hereof, in addition to the special terms, conditions and specifications embodied in the invitation to bid. <b>IMPORTANT:</b> By Selecting YES, the bidder certifies compliance with the above and further certifies that this bid is made without collusion or fraud. Required: Yes Mandatory Response:Yes		Yes		

## Response Comments

Please list the following information regarding your company's contract administrator.

List the Contract Administrator's Name

List the Contract Administrator's Address

List the Contract Administrator's Phone Number

List the Contract Administrator's Toll Free Phone Number

List the Contract Administrator's Pager or Cell Number



## Event Details (cont.)

### PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32901-0000009030	Sell	RFx	2
Event Round	Version		
1	1		
Event Name	Soft Drink Contract Commissary		
Start Time	Finish Time		
08/06/2015 15:24:00 CDT	08/31/2015 14:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
Contact: Matt Brimm  
Phone: 615/741-3044  
Email: matt.brimm@tn.gov

List the Contract Administrator's Email Address

List the Contract Administrator's Website  
Required: Yes Mandatory ResponseNo

#### Response Comments

Associated Terms:

#### Vendor Contract Administrator

The bidder shall list their company's Contract Administrator. The Contract Administrator shall be the contact person for all questions regarding the contract. Note: The bidder can attach a list of alternate personnel to contact to the bid.

The bidder shall indicate whether or not they plan to sub-contract:

No: The bidder does not anticipate using a sub-contractor at this time and agrees to submit a request to subcontract during the contract period prior to using a subcontractor.

Yes: The bidder shall list the subcontractor(s). Attach list of additional subcontractors to the bid, including the following for each subcontractor.

List the Sub-Contractor's Name  
List the Sub-Contractor's Address  
List the Sub-Contractor's Contact Person  
List the Sub-Contractor's Phone Number  
Required: Yes Mandatory ResponseNo

No

#### Response Comments

Associated Terms:

#### Subcontracting

The Contractor shall not assign this Contract or enter into a subcontract for any of the goods or services provided under this Contract without obtaining the prior written approval of the Central Procurement Office. Notwithstanding any use of approved subcontractors, the Contractor shall be the prime contractor and shall be responsible for all work provided.

All bidders are required to have an adequate service organization for which the bid is applicable. Enter the name, address, telephone, pager or cell phone and fax number, email address, and area of responsibility for each service representative in the spaces provided below. (Attach additional sheet if necessary) Please



## Event Details (cont.)

### PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32901-0000009030	Sell	RFx	3
Event Round	Version		
1	1		
Event Name			
Soft Drink Contract Commissary			
Start Time	Finish Time		
08/06/2015 15:24:00 CDT	08/31/2015 14:00:00 CDT		

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** General Services  
 312 ROSA L PARKS AVE  
 3rd Floor  
 NASHVILLE TN 37243  
 United States  
**Contact:** Matt Brimm  
**Phone:** 615/741-3044  
**Email:** matt.brimm@tn.gov

be sure to include the following information:

List the Service Organization:  
 List the Service Organizations Address:  
 List the Area(s) in TN that the Service Organization will Service:  
 List the Service Organizations Phone Number:  
 List the Service Organizations Toll Free Number:  
 List the Service Organizations Pager or Cell Phone:  
 List the Service Organizations Fax Number:  
 List the Service Organizations Email Address:  
 List the Service Organizations Website:  
 Required: Yes Mandatory ResponseNo

#### Response Comments

Associated Terms:

#### Service Organization

All bidders are required to have an adequate service organization for which the bid is applicable. Enter the name, address, telephone, pager or cell phone and fax number, email address, and area of responsibility for each service representative in the spaces provided below. (Attach additional sheet if necessary)

A link to the Central Procurement Office's surveying tool is included in the Event Attachments. We ask that you take a few short minutes to complete this survey. The purpose of this survey is to strengthen procurement processes of the Central Procurement Office (CPO) by capturing Vendor/Bidder assessments of, and actionable comments on, the process put in place by the Central Procurement Office. Your responses will remain anonymous, and will have no bearing or consideration in the awarding of this procurement.

Required: No Mandatory ResponseNo

#### Response Comments

Service Experience, Time in Business, Jobs

List the Length of Time Your Company has been in Business. A bidder must have occupied a bona fide place of business for at least one year with suitable equipment, supplies and a trained staff capable of performing the services requested.

List the Description of Services. Please enter the information for three comparable jobs on-going or completed within the last two (2) years.

Comparable Job



## Event Details (cont.)

### PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32901-0000009030	Sell	RFx	4
Event Round	Version		
1	1		
Event Name			
Soft Drink Contract Commissary			
Start Time	Finish Time		
08/06/2015 15:24:00 CDT	08/31/2015 14:00:00 CDT		

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** General Services  
 312 ROSA L PARKS AVE  
 3rd Floor  
 NASHVILLE TN 37243  
 United States  
**Contact:** Matt Brimm  
**Phone:** 615/741-3044  
**Email:** matt.brimm@tn.gov

List Name/Address of Comparable Job

List the Contact Person

List the Phone Number

List the Contact Person's Email Address.  
 Required: Yes Mandatory Response No

#### Response Comments

Associated Terms:

#### **Service Experience, Time in Business, Jobs**

A bidder must have occupied a bona fide place of business for at least one year with suitable equipment, supplies and a trained staff capable of performing the services requested. A bidder must furnish satisfactory evidence of successful completion of comparable jobs for at least three customers within the past two years and any other evidence required and requested in order to establish evidence of its ability to provide services in accordance with the terms and conditions and specifications. Enter the length of time in business and evidence of completion of three comparable jobs in the space provided below.

Failure to provide at least three comparable job references with satisfactory quality of service may result in the bid being considered non-responsive and cause for rejection of the bid.

Please complete the attached form, included with the Terms and Conditions document, and attach all pertinent documentation regarding your company's efforts to achieve diversity business participation. This information must be submitted with the bid document and monthly thereafter until a reasonable level of diversity business participation is achieved.

Confirm below that you have completed this attached form by choosing, "Yes".

Required: Yes Mandatory Response Yes

Yes

#### Response Comments

What is the Brand/Model you are Bidding?

Required: Yes Mandatory Response No



# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32901-0000009030	Sell	RFx	5
Event Round	Version		
1	1		
Event Name			
Soft Drink Contract Commissary			
Start Time	Finish Time		
08/06/2015 15:24:00 CDT	08/31/2015 14:00:00 CDT		

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** General Services  
 312 ROSA L PARKS AVE  
 3rd Floor  
 NASHVILLE TN 37243  
 United States  
**Contact:** Matt Brimm  
**Phone:** 615/741-3044  
**Email:** matt.brimm@tn.gov

### Response Comments

### Inventory, Time in Business

List the Length of Time Your Company has been in Business. A bidder must have occupied a bona fide place of business for at least one year with suitable equipment, supplies and a trained staff capable of providing the products requested.

### List the Average Inventory Dollar Amount

Please enter the information for three comparable contracts on-going or completed within the last two (2) years.

### Comparable Contract

List Name/Address of Comparable Contract

List the Contact Person

List the Phone Number

List the Contact Person's Email Address.  
 Required: Yes Mandatory ResponseNo

### Response Comments

Associated Terms:

### Inventory, Time in Business

A bidder must have occupied a bona fide place of business with a representative inventory of products or supplies necessary for production of the products for at least one year, must furnish satisfactory evidence of successful completion of comparable contracts for at least three customers within the past two years and must provide any other evidence required and requested in order to establish evidence of its ability to furnish the products or services in accordance with the terms and conditions and specifications. Enter the length of time in business and evidence of completion of three comparable contracts in the space below.

Failure to provide at least three comparable contract references with satisfactory quality of service may result in the bid being considered non-responsive and cause for rejection of the bid.

Please list the following for all licenses and permits required by federal and state law.

List the Type of License



## Event Details (cont.)

### PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32901-0000009030	Sell	RFx	6
Event Round	Version		
1	1		
Event Name			
Soft Drink Contract Commissary			
Start Time	Finish Time		
08/06/2015 15:24:00 CDT	08/31/2015 14:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
Contact: Matt Brimm  
Phone: 615/741-3044  
Email: matt.brimm@tn.gov

List the Name on the License  
List the License Number  
List the Expiration Date  
Required: Yes Mandatory ResponseNo

#### Response Comments

Associated Terms:

#### Licenses (Listings):

A bidder must have all licenses and permits required by federal, state and local laws for performance of this contract. List the date and description of each in the space provided below.

List the Return Goods Policy:  
Required: Yes Mandatory ResponseNo

#### Response Comments

Associated Terms:

#### Return Goods Policy

All costs associated with the return of goods for repair and/or replacement under warranty shall be done at the expense of the vendor/ contractor, unless otherwise specified. The bidder shall indicate below their standard return goods policy.

Please answer yes or no to the following. If "yes", describe using additional pages and attach to the Response including any relevant details:

- (a) is the Respondent presently debarred, suspended, proposed for debarment, or voluntarily excluded from covered transactions by any federal or state department or agency;
- (b) has the Respondent within the past three (3) years, been convicted of, or had a civil judgment rendered against the contracting party from commission of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or grant under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) is the Respondent presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses detailed above; and
- (d) has the Respondent within a three (3) year period preceding the contract had one or more public transactions (federal, state, or local) terminated for cause or default.

No



## Event Details (cont.)

### PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32901-0000009030	Sell	RFx	7
Event Round	Version		
1	1		
Event Name	Soft Drink Contract Commissary		
Start Time	Finish Time		
08/06/2015 15:24:00 CDT	08/31/2015 14:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
Contact: Matt Brimm  
Phone: 615/741-3044  
Email: matt.brimm@tn.gov

ReqYes Mandatory ResponseNo

#### Response Comments

Bidder must fill out the Excel Bid sheet attached to this Event. It must be attached to the Bid factors in order to be scored.

Required: Yes Mandatory ResponseNo

A file attachment is required to satisfy this question.  
Your bid will need to be edited online to include attachment responses.

#### Response Comments

The vendor must be registered with the Department of Revenue. Documentation showing steps on how to do this is attached to the Event. Please confirm if you have attached your Department of Revenue documentation to this event.

Yes

Required: Yes Mandatory ResponseNo

#### Response Comments

Can supplier provide all listed flavors as required in the specifications?

Yes

Required: Yes Mandatory ResponseNo

#### Response Comments

I (we) included/attached a completed version of the Evaluation Model/Pricing Table (Attachment Soda Bid Sheet) as required.

Yes

Required: Yes Mandatory ResponseNo

#### Response Comments



## Event Details (cont.)

### PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32901-0000009030	Sell	RFx	8
Event Round	Version		
1	1		
Event Name			
Soft Drink Contract Commissary			
Start Time	Finish Time		
08/06/2015 15:24:00 CDT	08/31/2015 14:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
**Contact:** Matt Brimm  
**Phone:** 615/741-3044  
**Email:** matt.brimm@tn.gov

### Line Details

<b>Line:</b> 1	<b>Item ID:</b>	<b>Line Qty:</b> 1.00	<b>UOM:</b> Case	<b>No Bid:</b> <input type="checkbox"/>
<b>Required:</b> No	<b>Reserve Price:</b> No			<b>Bid Qty:</b> <input type="text" value="1"/>

**Description:** This is a dummy line. Bidders should place bids in Attachment 7, Pricing Table and attach completed workbook to event.

**Comments:** - << Bid can be for Carbonated, Sports Drink, Sports Drink Type, or other Non-Carbonated flavored beverages in 12 ounce aluminum cans. Vendor is to bid a case price for the 12 ounce cans. The vendor will also list all available brands and flavors that can be supplied to each institution at the bid price. >>

Question	UOM	Best	Worst	Response
What is the unit price of this item?		0		<input type="text"/>

Required: Yes Mandatory Response: No

**Response Comments**





## Event Details (cont.)

### PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32901-0000009030	Sell	RFx	9
Event Round	Version		
1	1		
Event Name			
Soft Drink Contract Commissary			
Start Time	Finish Time		
08/06/2015 15:24:00 CDT	08/31/2015 14:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
**Contact:** Matt Brimm  
**Phone:** 615/741-3044  
**Email:** matt.brimm@tn.gov

### Bidder Information

<b>Firm Name:</b>		
<b>Name:</b>	<b>Signature:</b>	<b>Date:</b>
<b>Phone #:</b>	<b>Fax #:</b>	
<b>Street Address:</b>		
<b>City &amp; State:</b>	<b>Zip Code:</b>	
<b>Email:</b>		



## Event Details (cont.)

### PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32901-0000009030	Sell	RFx	10
Event Round	Version		
1	1		
Event Name	Soft Drink Contract Commissary		
Start Time	Finish Time		
08/06/2015 15:24:00 CDT	08/31/2015 14:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243

United States  
**Contact:** Matt Brimm  
**Phone:** 615/741-3044  
**Email:** matt.brimm@tn.gov



## Event Details (cont.)

### PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32901-0000009030	Sell	RFx	11
Event Round	Version		
1	1		
Event Name	Soft Drink Contract Commissary		
Start Time	Finish Time		
08/06/2015 15:24:00 CDT	08/31/2015 14:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
**Contact:** Matt Brimm  
**Phone:** 615/741-3044  
**Email:** matt.brimm@tn.gov

## Appendix B - Terms & Conditions

1. The undersigned acknowledges that all submitted information and documentation will become the property of the state of Tennessee. The undersigned also affirms that the information given above is true, accurate, and includes pertinent information necessary to identify and explain the operation of this organization to the best of my knowledge and is in no way misleading.
2. Should any data change in the future, the Supplier agrees to immediately submit the correct information electronically through the state's Supplier Portal or the information will be submitted in writing and mailed to one of the following addresses:

If the supplier is actively bidding but has not yet been awarded a purchase order or contract, please submit changes to the following address:

Tennessee Department of General Services  
Purchasing Division  
3rd Floor Tennessee Tower  
Nashville, TN 37243

If the supplier is currently doing business with the state please submit changes to the following address:

Department of Finance and Administration

3. No person on the grounds of handicap or disability, age, race, color, religion, sex, national origin, or any other classification protected by Federal and/or Tennessee State constitutional and/or statutory law shall be excluded from participation in, or denied benefits of, or be otherwise subjected to discrimination in the performance of the Contract or in the employment practices of the Contractor. The Contractor shall, upon request, show proof of such non-discrimination, and shall post in conspicuous places, available to employees and applicants, notices of non-discrimination.
4. The undersigned acknowledges that all submitted information and documentation will become the property of the state of Tennessee. The undersigned also affirms that he/she is a legal citizen of the United States or Permanent Resident Alien and that the information given above is true, accurate, and includes pertinent information necessary to identify and explain the operation of this organization to the best of my knowledge and is in no way misleading.

Last Updated: 06/11/2009